

COMMUNICATIONS SECURITY QUESTIONNAIRE

STATION 25X1A

DATE OF REPORT 15 May 1969

PREPARED BY 25X1A

Prepared as 25X1A

tentatively scheduled July/August 1969

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I. ADMINISTRATIVE

1. Official title or designation of the organization to which Comcenter is attached.

David Clark Co.

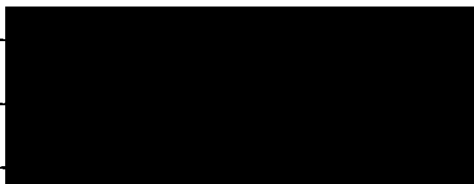
2. Address of organization.

360 Franklin St., Worcester, Mass.

3. Telephone number of organization.

617-753-4065

4. Mailing address used for receiving communications material.



5. Name, address and telephone number of facility which handles transmittal of communications pouches to Headquarters.

Project Mger

6. If crypto and teletype terminal equipment is installed or serviced by other than Headquarters personnel, list facility, address, telephone number, principal contact (s) and U. S. government clearances held by service personnel.

New England TelCo for Dataphone

Trouble desk - DOD Secret

Basic maintenance by Hqs.

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7. Names of personnel trained to perform cryptographic duties.

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8. Name of cryptocustodian.

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9. Names of personnel other than crypto personnel who possess crypto clearances.

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10. Name of organization security officer.

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Home address and telephone number.

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II. PHYSICAL SECURITY

A. BUILDING SECURITY

1. Is the building housing the Comcenter protected by a guard force? yes. The guard force is U. S. military U. S. Govt. civilian yes commercial civilian. The guards are on duty from 24-hours to _____. Does the guard force perform after hours security check of the Comcenter area? no. If so, how often? _____.

2. Describe other security features of the building housing the Comcenter (fencing, lighting, visitor control-use of receptionists, badging, escort, building alarm system, etc.).

Contact alarms.

Visitor control very good with receptionist, badges and escorting of visitors.

3. What is evaluation of security of building housing the organization offices.

Fair to good.

Major Weaknesses.

Street frontage exposure.

B. COMCENTER SECURITY

1. Is there a receptionist for the area housing the Comcenter? no.

2. Is a visitor's log maintained? n.a..

3. Are visitors escorted while in the area housing the comcenter? yes.

4. If Comcenter is protected by an alarm system, list type system, office responsible for responding to alarm and estimated response time in minutes.

n.a.

5. The Comcenter is located on the 2nd floor of a 4 story building.

6. The walls of the Comcenter are constucted of

6" reinforced concrete walls.

The floor of the Comcenter is constructed of

18" reinforced concrete

The ceiling of the Comcenter is constructed of

same as floor

The Comcenter meets almost vault

secure area restricted area specifications.

7. Is there an attic or crawl space over the Comcenter? no. If so, access is controlled by

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8. There are no windows in the Comcenter.

Are windows protected by iron grille work? n.a.

If so describe construction and mounting.

9. The Comcenter is cooled by building air conditioning system yes. By window air conditioners _____.

Describe security features to prevent physical access through openings.

Openings only about 5" X 18".

10. There ~~are~~ is one entrances(s) to the Comcenter.

The entrance(s) are protected by Antiquated Diebold
vault door with approved combination lock.

11. Is there a formal security check at the close of business each day? no. Does it include the Comcenter?
_____.

12. Describe measures to prevent unauthorized viewing of Comcenter operation.

Metal partitions just inside door.

13. How often are comcenter safe combinations changed? yearly. Who changes the combinations? SecOff.

Which individuals (by title) are knowledgeable of the Comcenter safe combinations

Commo ops

SecOff

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Describe where and how any records of these combinations are maintained.

Sealed envelope in SecOff safe.

14. What sort of container(s) is used for classified cryptomaterial waste during working hours? Cardboard cartons.

Where is it located during working hours?

Adjacent working table.

What overnight storage is provided for classified waste?

Open storage on floor.

15. Who (by title) performs destruction of cryptomaterial waste?

SecOff with witness.

How often is destruction performed?

Twice monthly or as necessary .

What type of destruction device is used?

Gas fed incinerator

Where is device located?

Ground floor opposite end of building.

What disposition is made of the destroyed cryptographic waste?

Checked and dumped.

16. Is the Comcenter used for other than cryptographic operation? no. If so, describe.

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17. Describe type safes used by comcenter.

2-drawer Yawman & Erbe safe file cabinet w/ approved lock.

If safes are shared by non-crypto cleared organization personnel, advise how privacy is maintained.

n.a.

18. Is the Comcenter soundproofed? no. If yes, give details.

-But no problem. Mass of walls fairly effective barrier and surrounded by closed area offices & ladies room.

19. What is evaluation of security of Comcenter?

Good to very good.

Mention any weaknesses.

Air vents and door, but changes not considered warranted expense.

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III. TECHNICAL SECURITY

1. Comcenter power 110 Voltage 60
Frequency 2 (?) Phase 3 (2,3,4 wire system).

2. When was the last counter-audio inspection conducted
on the Comcenter? none

Who conducted the inspection? _____

3. Are signal line filters installed? yes

Type GP 12 panel

4. Are power line filters installed? yes

Type FI-24

5. Are all signal lines and power lines within the
comcenter contained within metal conduit? yes

If not, explain _____

6. What is used for station ground? 3rd wire

7. Is the neutral line of the Comcenter commercial
power supply at ground potential? yes. If yes, what is
the voltage between the neutral power line and the station
ground? 0 volts.

8. Is separate power supplied to crypto terminal equipment,
telephone company data set and lights and convenience outlets?
no. If so, explain. _____

9. Is there a telephone installed in the Comcenter? no
If so, how far is it removed from the crypto terminal equipment?

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10. List all mandatory comsec equipment modifications installed on the Comcenter crypto and ancilliary units.

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UNIT	KABS	MWOS

11. Are there any abandoned or otherwise apparently unused or unidentified power, signal (or other) lines, metal or ducting in the Comcenter area? no. If so, have efforts been made to identify or remove all such objects. EXPLAIN

12. Is there an intercom system in operation in the Comcenter? no. If so, is it a Headquarters approved system? no.

13. How close is the nearest uncontrolled parking area to the Comcenter? Street parking about 100'.

14. How close is the nearest non-inspectable area or building with a direct line of sight to the Comcenter walls. none - inside room. Indicate occupants if known.

15. At what point do the Comcenter power and signal lines leave the controlled area of the Comcenter or organization office area? (Give feet from crypto terminal).

External corner of bldg about 100-300'.

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16. Are there any technical problems or deficiencies that you are aware of that could conceivably effect the security of the Comcenter that have not been considered in this section? no. If so, describe in detail.

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IV. COMCENTER OPERATION

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1. List type of crypto equipments held by Comcenter etc.).

2. With what stations does the Comcenter have cryptographic links?

OPCEN

3. What are the regular working hours of the Comcenter? 0800-1630. For what precedence traffic is the Comcenter operator called in to handle after hours? immediate.

4. Comcenter has dataphone TWX _____ lease line service.

5. Comcenter TWX number is _____.

6. List by title the authorized cable releasing officers.

President _____ Exec. Vice President _____

Vice President _____

7. Describe the control system (logs, etc.) used within the Comcenter.

Two-ply paper used. One copy forwarded to Exec.V.P.

Standard logs.

8. How long are the following kept? _____.

A. Used encipher key segments _____.

B. Used decipher key segments _____.

C. Superseded key lists as superseded _____.

9. Describe activities of the communicator in connection with cable distribution, reproduction, delivery and plain text filing. See 7. above.

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10. Describe precautions taken to prevent accidental transmittal of plain text.

n.a. - on-line system

11. What classification and category traffic is handled by Comcenter?

all

David Clark Co. - Worcester, Mass.

Gas Station

Franklin Street

Parking

Comm
Cen

Stores

&

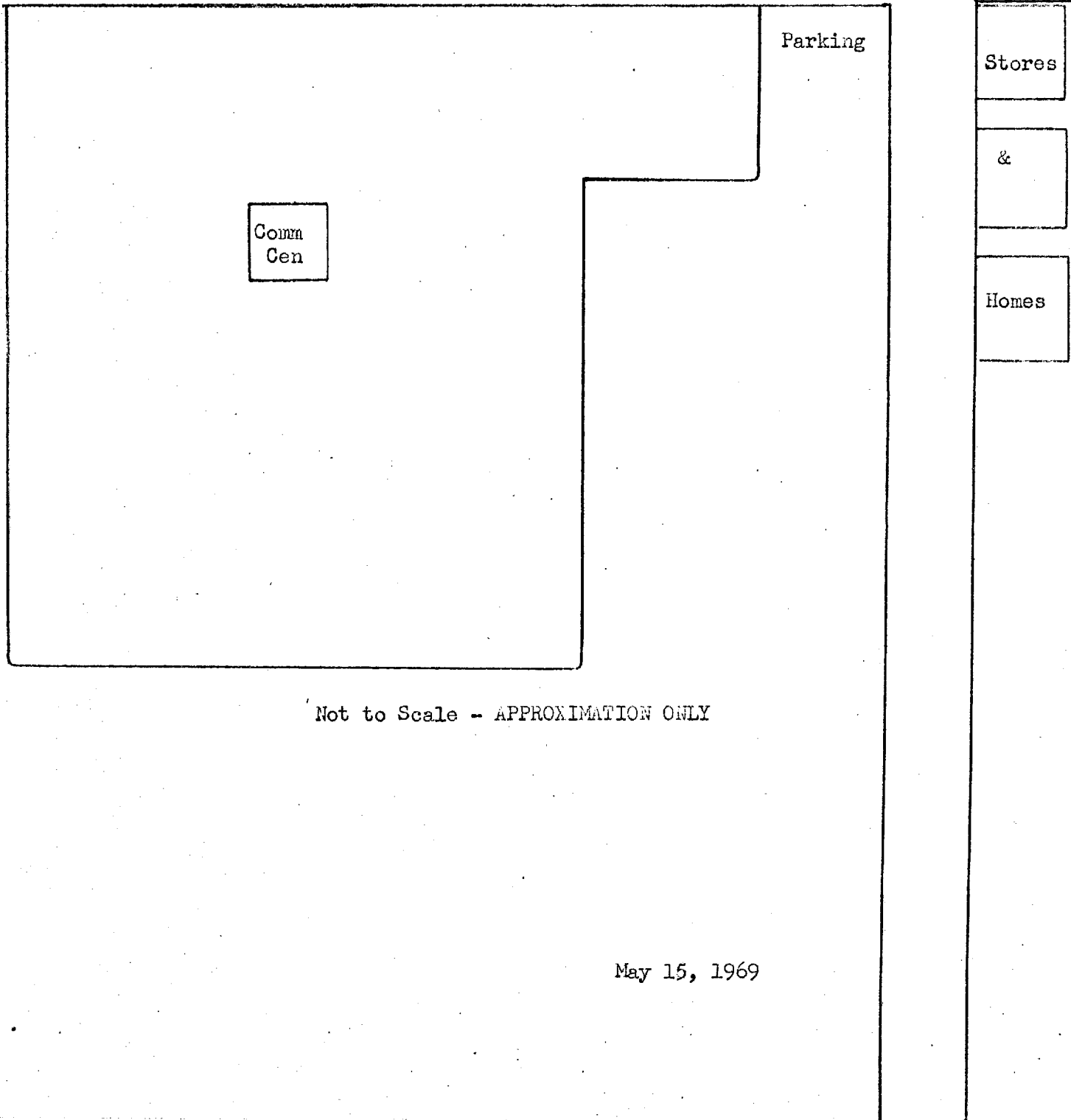
Homes

Not to Scale - APPROXIMATION ONLY

May 15, 1969

Gas Station

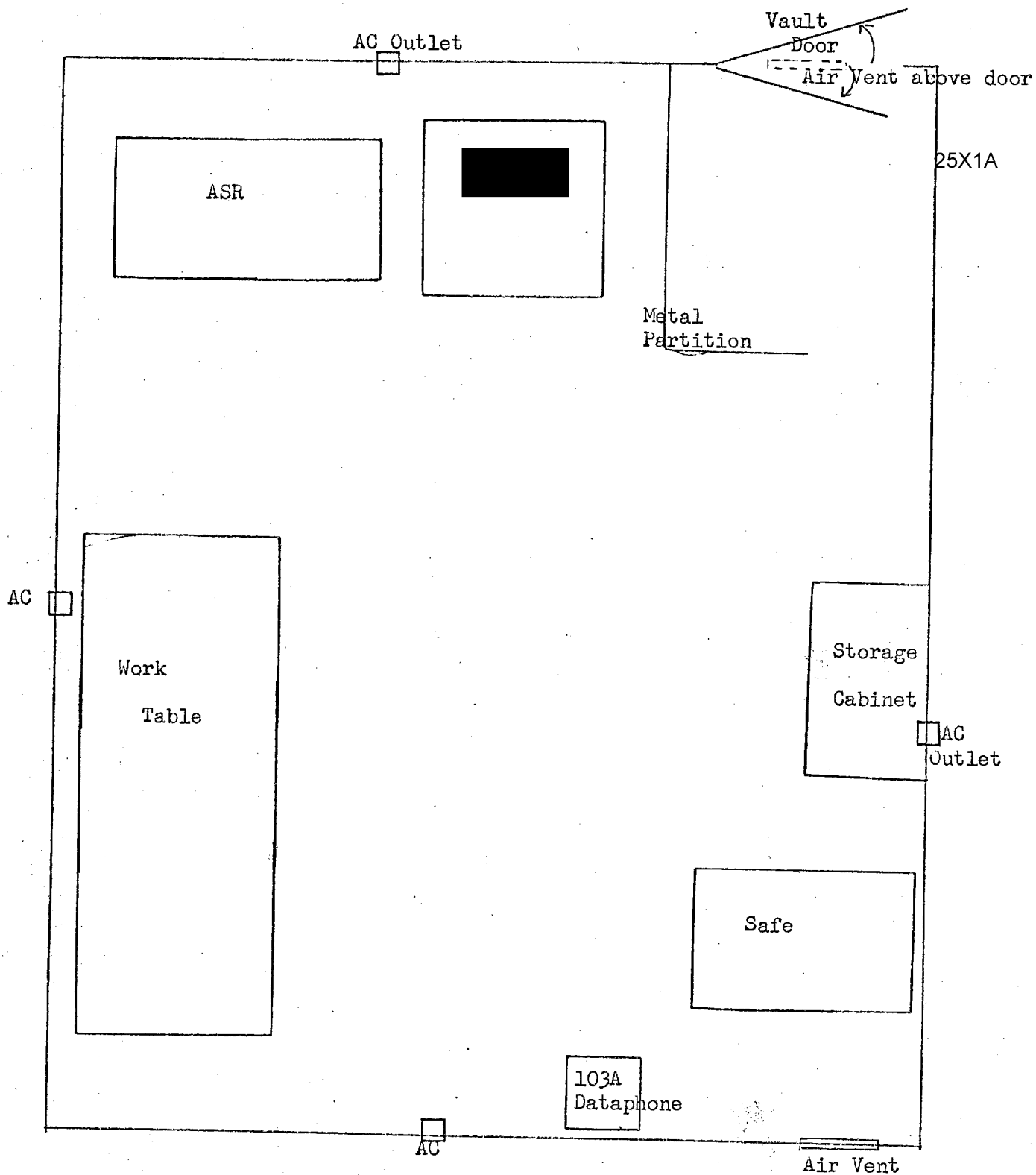
Franklin Street



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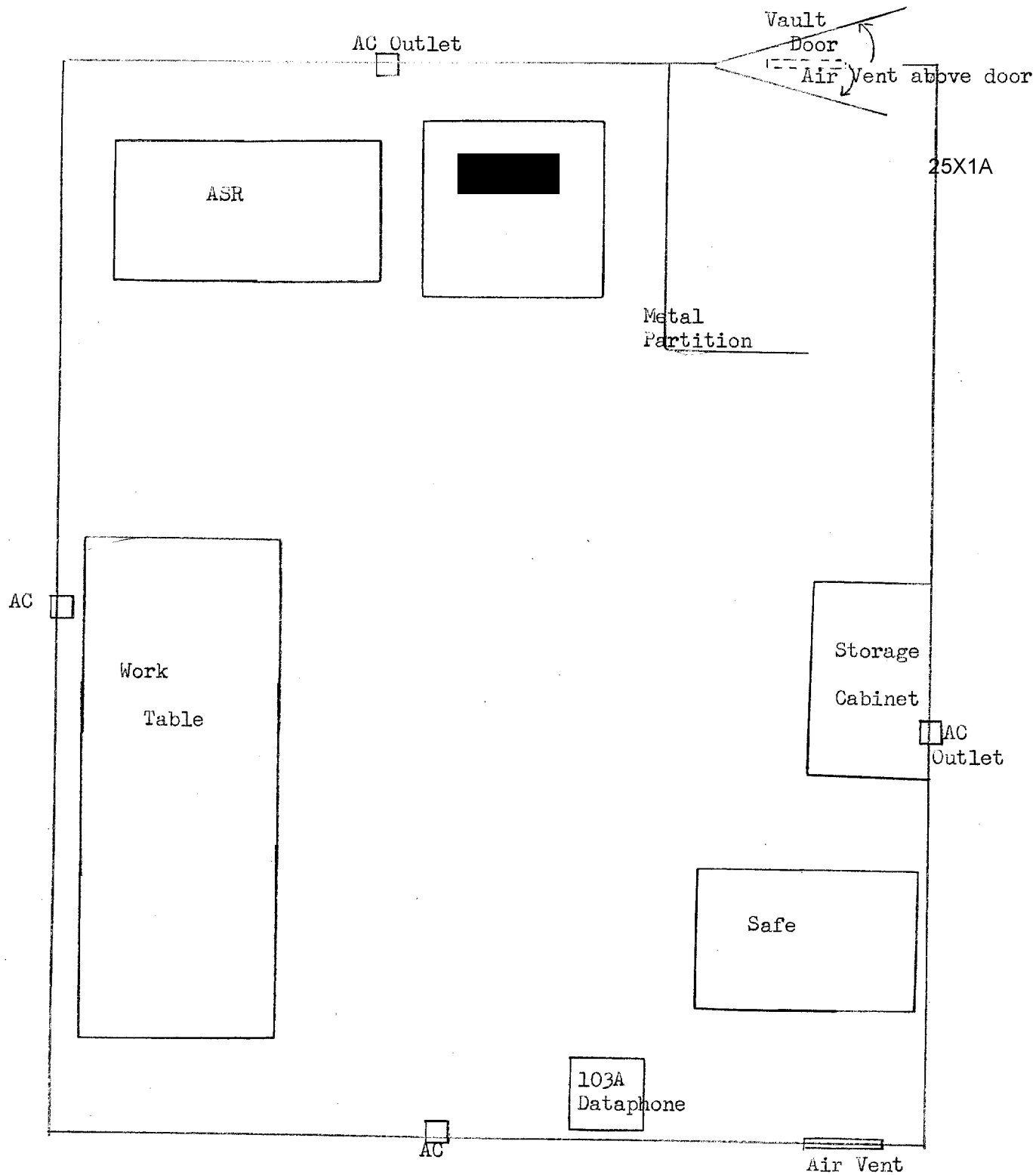
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ComCen



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David Clark
ComGen



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